



# Plattsburgh, New York

Randal J. Stone  
Assistant Chief

Plattsburgh Fire Department  
65 Cornelia Street  
Plattsburgh, NY 12901  
Tel: 518-561-5965  
Fax: 518-561-8236  
stoner@cityofplattsburgh-ny.gov

## MEMO

**TO:** Mayor Donald Kasprzak  
Members of the Common Council

**FROM:** Assistant Fire Chief, Randal Stone

**DATE:** August 30, 2012

**RE:** Fire and Ambulance Responses

For this week's period: Thursday, August 23, 2012 to Wednesday, August 29, 2012  
our Department has responded to the following:

<b>Fire Calls</b>	27
	1 excessive heat
	5 system activations
	14 EMS assist
	1 water problem
	1 water/steam leak
	1 unauthorized burning
	3 MVA
	1 special outside fire
<b>Ambulance Calls</b>	61
<b>Mutual Aid by CVPH</b>	17

# BUILDING INSPECTOR'S COMPLAINT REPORT 08/28/12

DATE	STREET #	STREET NAME	COMPLAINT	INSP	INSPECTION REPORT	CORRECTION	DATE OF CORRECTION
8/21/2012	34	BROAD ST	PILE OF LUMBER	CB		CORRECTIVE ACTION IN PROCESS	
8/21/2012	316	CORNELIA ST	WASTE IN DUMPSTER AREA FROM NORTHERN PUPPIES	CB		CORRECTIVE ACTION IN PROCESS	
8/21/2012		KIM CT	TALL GRASS	KB		CORRECTIVE ACTION IN PROCESS	
8/21/2012	22	NEW YORK RD	SIGNAGE	KB		CORRECTIVE ACTION IN PROCESS	
8/21/2012	141	OAK ST	FURNITURE, ETC. ON PORCH	KB		CORRECTIVE ACTION IN PROCESS	
8/21/2012	11	SARA CT	TALL GRASS	KB		CORRECTIVE ACTION IN PROCESS	
8/22/2012	16	CORNELIA ST, ROW	TWO SINKING AREAS IN GRASS STRIP IN RIGHT OF WAY	CB		CORRECTIVE ACTION IN PROCESS	
8/23/2012		CLUB RD	TALL GRASS AND WEEDS	KB		CORRECTIVE ACTION IN PROCESS	
8/24/2012	303	MARGARET ST	INTERIOR VIOLATIONS	KB		CORRECTIVE ACTION IN PROCESS	
8/27/2012	3	FORT BROWN DR	NOISE DISTURBANCE FROM CONSTRUCTION	KB		CORRECTIVE ACTION IN PROCESS	
8/27/2012	310	MARGARET ST	DUPLICATE APARTMENT NUMBERING, WEEKEND DECK FLOOR	KB		CORRECTIVE ACTION IN PROCESS	

# CITY OF PLATTSBURGH, NY

## STATEMENT OF CASH RECEIPTS

### Department of Public Library

The undersigned hereby certifies that the following is a complete statement of all monies payable to the City of Plattsburgh received by the above mentioned department, or by the undersigned, during the period beginning August 1, 2012 and ending on August 7, 2012 inclusive.

Purpose for which Received		Amount
6124-2450	Commissions	-
6126-2613	Overdue Charges	391.09
6126-2650	Sale of Scrap - Library Auction	-
6126-2655	Minor Sales	85.61
6127-2690	Lost/Damaged Property	-
6127-2701	Refund Prior Year Expense	1.64
6127-2705	Gifts and Donations	-
6127-2755	Trust Fund Income	-
6227-2760	CEF Library System	-
6330-3840	State Library Aid	-
6330-3842	State Aid	-
	General	478.34
	Sales Tax @ 8.0% (Minor Sales - Supplies Only) T&A	7.44
	<b>TOTAL</b>	<b>485.78</b>

Dated, Plattsburgh, NY: August 9, 2012

Signed by Jamie A. Parrotte, Administrative Assistant

Received of Jamie A. Parrotte the aforesaid amount of:  
Four hundred eighty-five and 78/100 dollars this 9th day of August 2012.

Richard A. Marks  
Richard A. Marks  
City Chamberlain

GE1\_17\_CPI  
CITY OF PLATTSBURGH 1001  
MISCELLANEOUS CASH  
Date / Time : 08/10/12 13:01  
Payment : \$ 478.34  
Receipt # : 215913  
Check/Credit Card #: MULTIPLE  
Clerk : 1427s1av

# CITY OF PLATTSBURGH, NY

## STATEMENT OF CASH RECEIPTS

### Department of Public Library

The undersigned hereby certifies that the following is a complete statement of all monies payable to the City of Plattsburgh received by the above mentioned department, or by the undersigned, during the period beginning August 8, 2012 and ending on August 14, 2012 inclusive.

Purpose for which Received		Amount
6124-2450	Commissions	-
6126-2613	Overdue Charges	350.57
6126-2650	Sale of Scrap - Library Auction	-
6126-2655	Minor Sales	92.29
6127-2690	Lost/Damaged Property	13.00
6127-2701	Refund Prior Year Expense	-
6127-2705	Gifts and Donations	-
6127-2755	Trust Fund Income	-
6227-2760	CEF Library System	-
6330-3840	State Library Aid	-
6330-3842	State Aid	-
		-
	General	455.86
	Sales Tax @ 8.0% (Minor Sales - Supplies Only) T&A	8.02
	<b>TOTAL</b>	<b>463.88</b>

Dated, Plattsburgh, NY: August 15, 2012

Signed by Jamie A. Parrotte, Administrative Assistant

Received of Jamie A. Parrotte the aforesaid amount of:  
Four hundred sixty-three and 88/100 dollars this 15th day of August 2012.

R. Marks  
Richard A. Marks  
City Chamberlain

SET\_17\_CPI  
CITY OF PLATTSBURGH 1001  
MISCELLANEOUS CASH  
Date / Time : 08/21/12 10:04  
Payment : \$ 455.86  
Receipt # : 216007  
Check/Credit Card #: MULTIPLE  
Clerk : 1427pjer  
PLATTSBURGH, NY





**Plattsburgh Police Department**  
45 Pine Street

**Plattsburgh, New York**

518-563-3411  
518-566-9000 (FAX)

DESMOND J. RACICOT  
Chief of Police

August 21, 2012

Mayor Donald M. Kasprzak  
And Members of the Common Council  
41 City Hall Place  
Plattsburgh, NY 12901

Dear Mayor and Council Members;

Attached please find the monthly report of the Parking Violations Bureau for July 2012.

Respectfully Submitted,

Chief Desmond J. Racicot  
Plattsburgh Police Department

HLS

## PARKING VIOLATIONS BUREAU

### Monthly Report for July 2012

	<u>July 2012</u>	<u>July 2011</u>
TICKETS ISSUED:	82	271
TICKETS COLLECTED:	64	267
REVENUE FOR MONTH:	\$1,899.00	\$9,270.18

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### YEAR TO DATE TOTALS:

	<u>July 2012</u>	<u>July 2011</u>
TICKETS ISSUED:	1156	28305
TICKETS COLLECTED:	1079	2510
REVENUE:	\$32,222.75	\$70,550.68
COMPARISON:	Parking tickets issued for July. 2012: Down 189 Parking tickets collected for July. 2012: Down 203 Revenue for July. 2012: Down \$7,371.18 Amount Dismissed: \$370.50	

**August 27, 2012**

**Whereas**, the City of Plattsburgh Planning Board received a Site Plan Application for expansion of the Bombardier Mass Transit Manufacturing Facility located at 71 Wall Street, which involves the construction of a building expansion on the north and west side of the existing manufacturing facility totaling an area of approximately 87,600 square feet; and,

**Whereas**, the Planning Board received a long Environmental Assessment Form (EAF) Part 1 prepared by RM Sutherland on behalf of the Applicant (Bombardier); and,

**Whereas**, the Planning Board has determined that the proposed action is a Type 1 Action under SEQRA pursuant to 6NYCRR §617.4(b)(6)(iv);and,

**Whereas**, other potentially interested or involved agencies identified by the applicant include the Plattsburgh Zoning Board of Appeals, the Plattsburgh Common Council and the New York State Empire State Development Corporation; and

**Whereas**, the project will require a coordinated review; and,

**Whereas**, the Planning Board desires to act as lead agency for the purpose of SEQR Review; therefore, be it

**Resolved**, that the Common Council consents to the Planning Board acting as lead agency for the purpose of SEQR Review.

To Councilor James Calnon - Ward 4

Re: Request to block Grace avenue at the Cornelia and Ash Street entrances on Saturday, September 15, 2012 between the hours of 11 am and 6 pm to hold a block party on the south end of Grace avenue (the residents of the entire street are also welcomed to participate).

The neighbors on the south end of Grace Avenue would like to hold a Block Party on Saturday, September 15 and would like to block the street off from through traffic so people can move freely and safely in the streets. This event was successfully done for the last three years in the exact same location.

In order to allow access for anyone living on the street, as well as for emergency traffic (fire, police, etc.) the following provisions will be made:

- \*Nothing will block the street from local traffic or emergency vehicles being able to drive down the street. All tables, chairs and other potential obstacles will remain to the sides of the road and in front of residents' home who are in agreement with that arrangement.

- \*Barricades will be arranged at each end of the street so that a single lane opening will still exist and allow residents to access the closed portion of the street. The barricades will also be move-able.

- \*Each resident in this portion of the street will be invited and notified of the event one week prior to the event (time permitting) with a paper handout placed in their front door.

- \*Barricades will be removed at the end of the event and the area cleared and cleaned. Each resident participating will remain responsible for his/her own yard and street area.

- \*Any further requests from the City (Fire and Police department, etc.) will be honored and implemented into this plan.

We further request that September 16 become our alternative date to close the street in the event of poor weather on the 15 th. All of the above plans will apply to that day should it be needed.

Thank you,

Dana Kozak  
Paul Bardis  
335-1935





City of Plattsburgh, NY  
41 City Hall Place  
Plattsburgh, NY 12901

## ADOPT-A-SPOT PROGRAM APPLICATION

Please print your name or group name as you would like it to appear on the Adopt-A-Spot sign.  
Include website and or phone number if desired:

PEOPLE FOR POSITIVE ACTION

PHONE: 563-2848 E-MAIL: SHAUN@STUDLEYPRINTING.COM

MAILING ADDRESS: SHAUN O'CONNELL

Street or PO Box 1168 CUMBERLAND HEAD ROAD

City PLATTSBURGH State NY Zip 12901

Type of Adopter ☐ Individual ☐ Family ☐ Non-profit ☒ Civic Group  
☐ Business ☐ Government ☐ Other \_\_\_\_\_

Type of Adoption ☐ Street or Avenue (Litter Control) ☒ Green Spot ☐ Trail Section

Please list specifically the area you or your group is interested in adopting. Enter the closest nearby street address or describe the intersection in detail, and describe the work you plan to do:

THE GREENWAY BETWEEN MARGARET + DURKEE  
FROM OLD FEDERAL BUILDING - TO FARMERS'  
MARKET - PLANT 3 SHADE TREES - MAPLES  
ON SATURDAY SEPTEMBER 22, 2012

Approved by Plattsburgh City Council: ☐ Yes ☐ No - if no, state reason below

Date: \_\_\_\_\_

The section below is to be completed by City of Plattsburgh Employees:

Sign Posted (Note exact location and then provide signature)

Date / Time

## ADOPT-A-SPOT PROGRAM PARTICIPANT AGREEMENT

### Statement of Volunteer Activity

The City of Plattsburgh, NY, having offices at 41 City Hall Place, Plattsburgh, NY, herein after called "The City", and the Participant or organization, whose name and address is:

PEOPLE FOR POSITIVE ACTION  
SHAUN O'CONNELL

1168 CUMBERLAND HEAD ROAD

PLATTSBURGH, NY 12901

herein after called "The Participant", hereby enter into this Agreement which provides that:

The Participant shall maintain ☐ Street ☒ Green Spot ☐ Trail Section  
in the City described as follows:

PLANT AND MAINTAIN 3 SHADE

TREES - MAPLES - IN GREENWAY

BETWEEN MARGARET + DURKEE - OLD FEDERAL  
BUILDING TO FARMERS' MARKET

The Participant acknowledges the hazardous nature of the activity and agrees to the following terms and conditions:

1. Activities permitted are of a roadside maintenance nature including, but not limited to, litter pickup, mowing, brush control and cutting, tree trimming and planting, and maintaining approved vegetation, except as modified by the City.
2. A City official shall conduct an initial safety briefing for the Participant as part of a general orientation and expectation over the area being maintained.
3. All persons associated with Participant shall wear approved safety vests provided by the City when working. Vests must be returned upon completion of work.
4. The Participant and its members understand completely that there is no provision or expectation, present or future, for the receipt of compensation from the City for their voluntary efforts.
5. The Participant should conduct its operations no less than once a month between April 15<sup>th</sup> and November 15<sup>th</sup>. Litter control should be conducted once per month, year round, as weather permits. The City may request more frequent maintenance, as needed.
6. The Participant shall call the City Public Works Office upon completion of each activity. The City's Public Works telephone number is 563-1120.
7. The Group will organize and conduct a safety briefing each day that work is done reviewing the safety checklist. Participants must sign the safety signature sheet. The designated safety person's sole responsibility must be assuring the safety of the workers and the traveling public. The City will provide a representative to present the safety briefing for the first meeting and after that a designated person for the Group will conduct such for all those participating in the field activity. The briefings should be held on-site to ensure that all participants are in attendance.
8. The Participant will be responsible to organize and supervise all activities.
9. No work of any nature will be performed on the pavement, shoulders or on lanes of the traveled way. No participants vehicles may be parked on the travel lanes. The City will provide for disposal of collected waste from locations specified in the permit.
10. Hours of work will be between the hours of 8:00 AM and 5:00 PM.



11. No alcoholic beverages shall be allowed while volunteers are working at their spots.
12. Each individual participant shall sign and date the Adopt-A-Spot General Release, which shall be kept on file at the City of Plattsburgh, Public Works Director's Office for the duration of the Agreement.
13. The City will furnish and erect an Adopt-A-Spot sign within the area, at a specific location chosen by the City. The location will be visible for passersby to see.
14. If in the sole judgment of the City it is determined that the Participant is not meeting the terms and conditions of this Agreement, the City may terminate this Agreement.
15. The group/volunteer contact shall be required to seek permission from the Public Works Department before any site modifications occur. Such site modifications may include, but are not limited to, planting of new trees, litter control, weed abatement, installing new features, painting landscape structures, placing other monuments or constructing improvements on City trails. Plantings taller than 36" that will block visibility must be approved by the City Engineer. For questions regarding the above, contact the City Public Works Department at 563-1120 or the City Engineer at 563-7730.
16. The use of chemical fertilizers, herbicides or pesticides is prohibited. Organic gardening techniques are safer for volunteers and community members and are therefore recommended.
17. The City, in its sole discretion, reserves the right to cancel the Adopt-A-Spot program at any time and for any reason. In the event the program is terminated, Participant hereby waives any claims it may have against the City based on termination of the program.

In the event of an emergency, the City may contact:

Person SHAWN O'CONNELL Phone W 563-1414 H 563-2848  
Person JOHN ALLEN Phone H 563-2848

This Agreement shall be for a one year period commencing on:

\_\_\_\_\_, \_\_\_\_\_

Signed this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

PEOPLE FOR POSITIVE ACTION  
Name of Participant/ Organization

Shawn O'Connell  
Signature of Participant / Organization Representative

SHAWN O'CONNELL  
Participant/ Organization Representative (printed)

\_\_\_\_\_  
Specific Named Participant's Supervisor

\_\_\_\_\_  
City of Plattsburgh Representative Signature

\_\_\_\_\_  
City of Plattsburgh Representative (printed)

**ADOPT-A-SPOT PROGRAM  
INFORMED CONSENT, WAIVER AND RELEASE  
FOR VOLUNTEERS IN PLATTSBURGH**

1. I, the undersigned, desire to participate in the Plattsburgh Adopt-A-Spot Program (the "Program"). In consideration of acceptance, approval and participation in the Program, I hereby enter into this Informed Consent, Waiver and Release Agreement with Plattsburgh (hereinafter the "City").
2. I recognize that the Program will involve physical labor and carries a risk of personal injury and/or physical and emotional discomfort. I hereby acknowledge that I am free from any known health problems that could prevent me from participating in any of the activities associated with the Program. I further acknowledge and represent that I am sufficiently physically fit to participate in the activities of the Program.
3. I recognize that there are natural and man-made hazards, environmental conditions, diseases and other risks which, in combination with my actions, may cause injury to me. I hereby agree to assume all risks which may be associated with or may result from my participation in the Program, including, but not limited to, transportation to and from volunteer sites.
4. I recognize that if I am accepted for the Program, I will be considered a volunteer of the City of Plattsburgh and not an employee. I hereby agree to accept supervision as directed by the City and to perform my volunteer services to the best of my ability and in a professional manner. In the event of an injury, I hereby expressly consent to any emergency medical aid, anesthesia, and/or operation, if in the opinion of the attending physician; such treatment is reasonable and necessary.
5. I hereby waive and release any and all claims I have or may have in the future against the City, its officers, agents, employees, assigns, and sureties, for any liability, damage, claim, injury, loss, expense, attorney fees, or harm of any kind whatsoever arising out of my participation in the Program.
6. I HEREBY ACKNOWLEDGE THAT I HAVE CAREFULLY READ AND UNDERSTAND THE CONTENTS OF THIS AGREEMENT AND THAT I SIGN THE SAME OF MY OWN FREE WILL. I FURTHER ACKNOWLEDGE THAT THIS AGREEMENT SHALL BE BINDING UPON ME HEIRS, REPRESENTATIVES AND ASSIGNS.

Name: SHAUN O'CONNELL

Signature Shaun O'Connell Date: 8.23.12

City Official: \_\_\_\_\_ Date: \_\_\_\_\_

**NOTE: Participants who are under 18 years of age must also have their parent/guardian's permission to enter into this agreement, and shall be duly noted at the bottom of this page if applicable.**

\_\_\_\_\_  
Signature of Parent/Guardian (If applicable)



MARY ALICE SHEMO  
CHAIR

518-561-0291  
SHEMOGUA@JUNO.COM

# PEOPLE FOR POSITIVE ACTION

PLATTSBURGH & NORTHERN NEW YORK



**STUDLEY**  
PRINTING  
and  
PUBLISHING, INC.

*Shawn O'Connell*  
Design & Printing

shawn@studleyprinting.com

Tel:  
518.  
563.1414

Toll Free:  
866.  
563.1414

Fax:  
518.  
563.7060

Plattsburgh,  
NY 12901

State Route 9  
4701



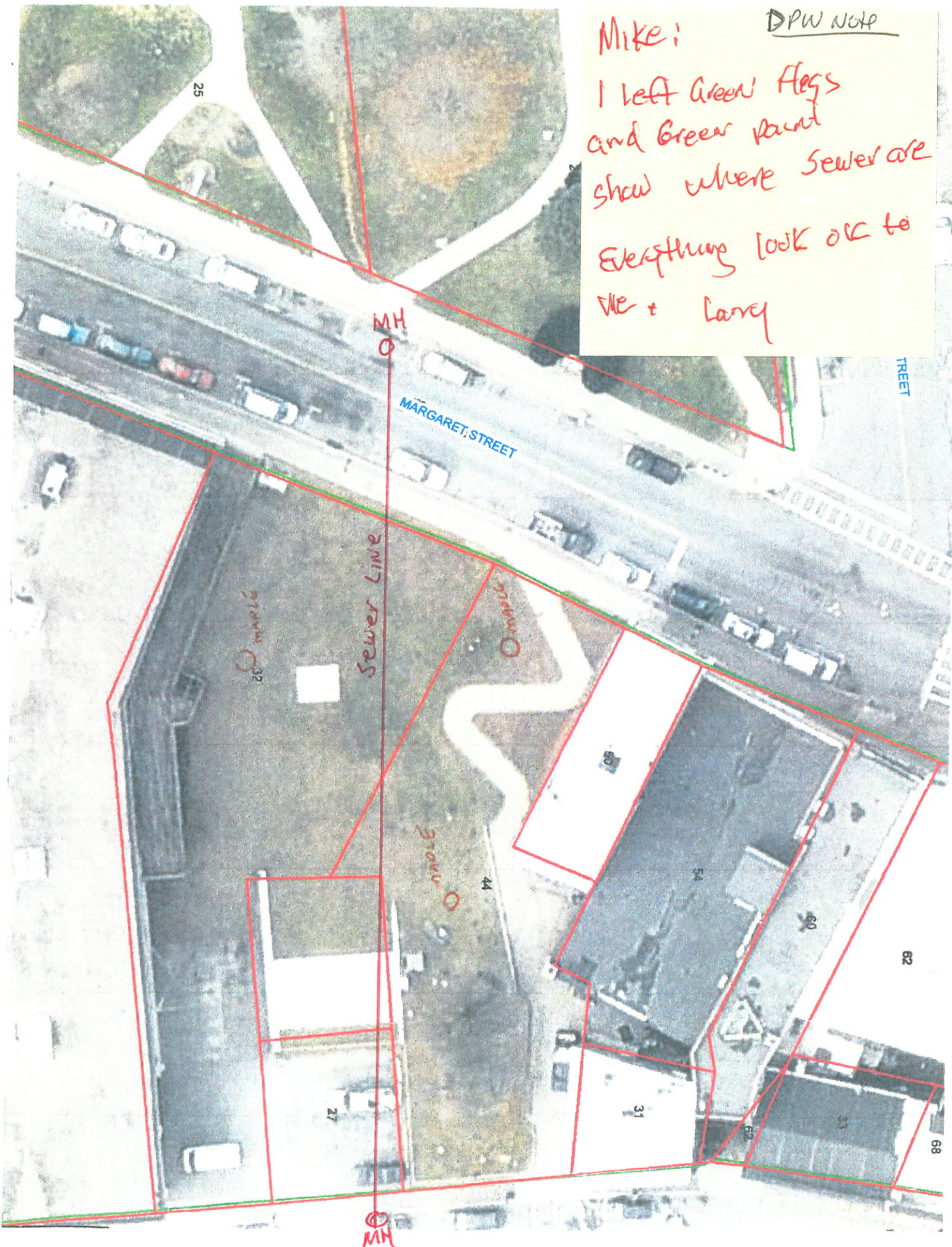




DPW Note

Mike:

I left Green flags  
and Green paint  
show where sewer are  
Everything look OK to  
Me + Larry







# Plattsburgh, New York

**Community Development Office**  
41 City Hall Place  
Plattsburgh, New York 12901-2936  
518-563-7642  
Fax: 518-563-4208  
hartmannm@cityofplattsburgh-ny.gov

August 27, 2012

Honorable Mayor Donald Kasprzak  
and Common Council  
41 City Hall Place  
Plattsburgh NY 12901

Re: Project HOME-16-2009  
Jock – 16 Elizabeth St.  
Plattsburgh NY 12901

Dear Mayor and Common Council:

Enclosed for your consideration and approval is a Change Order request for \$2500.00. Work includes replacement of old dry-rotted boards uncovered when roofing was partially stripped off. The contractor will redeck the entire house with ½ OSB.

This work is eligible under all rehabilitation guidelines and will be funded by the 2009 DHCR HOME Grant.

If you have any questions concerning this matter, please direct them to me.  
Thank you for your consideration concerning this rehabilitation project.

Respectfully submitted,

Kenneth M. Primard  
Rehabilitation Specialist

mh  
1 Atch.  
cc: Files



CHANGE  
ORDER

DOCUMENT G701

OWNER  
ARCHITECT  
CONTRACTOR  
FIELD  
OTHER

PROJECT: *Betty Lock*  
(name, address) *16 Elizabeth St*  
*Blattburg NY 12901*

TO CONTRACTOR: *Don Desmarault*  
(name, address) *392 Rand Hill Rd*  
*Morrisville NY 12901*

CHANGE ORDER NUMBER 1

DATE: *8/27/12*

ARCHITECT'S PROJECT NO *HOMER# 17-2009*

CONTRACT DATE: *7/25/12*

The Contract is changed as follows

*The contractor stripped back a course of shingles to review the roof decking and found the old boards to be dry rotted and full of old cedar shake nails. The contractor will re-deck the entire house with 1/2 OSB board. The cost of the re-decking is (1200 sq ft) \$2500.00*

*This cost is eligible under all grant guidelines for housing rehabilitation. The contractors estimate is attached!*

Not valid until signed by the Owner, Contractor, and Community Development Office

The original (Contract Sum) (Guaranteed Maximum Price) was  
Net change by previously authorized Change Orders  
The (Contract Sum) (Guaranteed Maximum Price) prior to this Change Order was  
The (Contract Sum) (Guaranteed Maximum Price) will be (increased)(decreased)  
(unchanged) by this Change Order in the amount of  
The new (Contract Sum) (Guaranteed Maximum Price) including this Change Order will be  
The Contract Time will be (increased)(decreased)(unchanged) by  
The date of Substantial Completion as of the date of this Change Order therefore is

\$ *21,300*  
\$ *0*  
\$ *21,300.00*  
\$ *2500.00*  
\$ *23,800*

(10) days

NOTE This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by this Construction Change Directive

*[Signature]* *[Signature]* *Betty C Lock*  
Contractor Owner  
41 City Hall Lane Address  
Address

BY *Rehabilitation Specialist* BY  
DATE *8/27/12* DATE

Representative of Community Development Office *[Signature]* *8.27.12*

G701-1987

# Proposal

Page # \_\_\_\_\_ of \_\_\_\_\_ pages

Handy Dan D  
Home Improvement

Proposal Submitted To: <b>Betty Jack</b>	Job Name	Job #
Address <b>16 Elizabeth Street Pittsburgh</b>	Job Location	
	Date <b>8/24/12</b>	Date of Plans
Phone #	Fax #	Architect

We hereby submit specifications and estimates for:

The complete re sheet of all  
roof Decking replace rotten areas  
Fix any broken stringers  
7/16 OSB 1200 SQ ft +.

\$ 2500.00

We propose hereby to furnish material and labor – complete in accordance with the above specifications for the sum of:

\$ \_\_\_\_\_ Dollars

with payments to be made as follows: \_\_\_\_\_

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

Respectfully  
submitted

Note – this proposal may be withdrawn by us if not accepted within \_\_\_\_\_ days

## Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

Signature \_\_\_\_\_

Date of Acceptance \_\_\_\_\_ Signature \_\_\_\_\_



## Plattsburgh, New York

Derek J. Rosenbaum  
Sole Assessor

Office of Assessment  
41 City Hall Place  
Plattsburgh, NY 12901  
518 563-7708 office  
518 563-6684 fax  
rosenbaumd@cityofplattsburgh-ny.go

August 23, 2012

Mayor Kasprzak  
And Members of the Common Council  
41 City Hall Place  
Plattsburgh, NY 12901

Mr. Mayor and Councilors:

I request your approval to travel and complete an Assessor's basic certification course in order to expand my knowledge base of pertinent assessment topics, so that I may more effectively execute my duties as the Assessor and also to fulfill my basic certification requirement prior to the February 2013 deadline. The purpose is to attend the training entitled "Commercial & Industrial Appraisal" being held in Syracuse, NY, from September 17, 2012 through September 20, 2012. The cost will not exceed \$1,306, which should be paid out of Training and Education, Vehicle Supplies, and Mileage Expense accounts. Reimbursement from the New York State Office of Real Property Tax Services may be available and I will seek reimbursement for the City if possible.

Thank you for your consideration in this matter. If you have any questions or should you require additional information, please feel free to contact me.

Sincerely,

Derek Rosenbaum  
Sole Assessor